



For week ending: \_\_\_\_\_

CPM: \_\_\_\_\_

Property Manager: _____	VP of Real Estate: _____
Development Mgr: _____	Facility Manager: _____

Store # : _____	Start Date: _____
Address: _____	Substantial Completion: _____
_____	Fixture Date: _____
Sq. Ft.: _____	Grand Opening Date: _____

General Contractor: _____	Superintendent: _____
Address: _____	Site Phone: _____
_____	Cell Phone: _____
Office Project Manager: _____	Site Fax: _____
Office phone: _____	_____

Landlord: _____	Contact: _____
Address: _____	Office phone: _____
_____	Cell Phone: _____

Insurance Provider: _____	Builders Risk certificate: _____
Insurance certificate: _____	Bonds required: _____

**PERMIT DATES:**

Demo: \_\_\_\_\_

Full Building: \_\_\_\_\_

Sign: \_\_\_\_\_

Full Building: \_\_\_\_\_

**OTHER PERMIT INFORMATION (Yes or No):**

_____	Is our building permit tied to any other project(s) under construction?	_____
_____	Is a fixture permit required?	If YES, date received: _____
_____	Is a low voltage permit required?	If YES, date received: _____

**REQUIREMENTS FOR CERTIFICATE OF OCCUPANCY:**

1 _____	Date achieved: _____
2 _____	Date achieved: _____
3 _____	Date achieved: _____

**OUTSTANDING RFI INFORMATION:**

RFI #: _____	Date: _____	Status: _____
RFI #: _____	Date: _____	Status: _____
RFI #: _____	Date: _____	Status: _____

DATE COMPLETED UTILITY FORM WAS RETURNED TO NORTHERN TOOL: \_\_\_\_\_

<b>UTILITY INFORMATION:</b>	<b>Name of provider</b>	<b>Date to be completed</b>
Permanent power		
Phone		
Water		
Gas		

**SITE CONDITIONS:**

Weather Temp: \_\_\_\_\_ Current Conditions: \_\_\_\_\_ Forecast: \_\_\_\_\_

Comments: \_\_\_\_\_

**GC STAFF ON-SITE:** \_\_\_\_\_

**SUBCONTRACTORS ON-SITE:**

<b>Score of Work</b>	<b>Subcontractor</b>	<b>Days on site</b>	<b># of employees on site</b>
Concrete			
Elevator			
Steel			
Roofing / Sheet metal			
Electrical			
Plumbing			
HVAC			
Sprinklers			
Storefront			
Drywall / Framing			
Painting			
Flooring			
Fixtures			

**SUMMARY OF PROGRESS SCHEDULE:**

**DELAYS:**

**BUILDING CRITICAL ITEM SCHEDULE:**

Item #	EVENT	Scheduled			Scheduled Completion	Actual Completion
		Start	Actual Start	%		
1	FOOTINGS & FOUNDATIONS			0%		
2	ELECTRIC UNDERSLAB			0%		
3	PLUMBING UNDERSLAB			0%		
4	CONCRETE FLOOR SLAB			0%		
5	EXTERIOR WALLS			0%		
6	STRUCTURAL STEEL			0%		
7	ROOF SYSTEM			0%		
8	HVAC RTU'S SET			0%		
9	SKYLIGHTS INSTALLED			0%		
10	STOREFRONT / VESTIBULE			0%		
11	ELECTRICAL OVERHEAD ROUGH-IN			0%		
12	SPRINKLER SYSTEM			0%		
13	INTERIOR WALLS			0%		
14	SHELL SECURE			0%		
15	RECEIVING DOCK			0%		
16	PHONE DEMARK			0%		
17	DATA ROOM			0%		
18	FLOOR COVERING			0%		
19	LOW VOLTAGE WIRING ROUGH-IN			0%		
20	PERMANENT UTILITIES			0%		
21	EXTERIOR TOWER COMPLETE			0%		
22	EXTERIOR BUILDING SIGNS			0%		
23	SUBSTANTIALLY COMPLETE			0%		
24	TEMPORARY C of O			0%		
25	STORE FIXTURES			0%		
26	COMPACTOR / BALER INSTALLED			0%		
27	PERMANENT C of O			0%		

**SITE CRITICAL ITEM SCHEDULE:**

Item #	EVENT	Scheduled			Scheduled Completion	Actual Completion
		Start	Actual Start	%		
1	WET UTILITIES IN GROUND			N/A		
2	DRY UTILITIES IN GROUND			N/A		
3	FINAL GRADING			N/A		
4	CURBS SET			N/A		
5	PAVING / STRIPING			0%		
6	LANDSCAPING			0%		
7	PYLON / MONUMENT STRUCTURES			0%		

**WORK BY OTHERS AFFECTING THE SCHEDULE:**

- 1 \_\_\_\_\_
- 2 \_\_\_\_\_
- 3 \_\_\_\_\_
- 4 \_\_\_\_\_

**PROGRESS PHOTOS TO BE SUBMITTED AS A SEPARATE ATTACHMENTS**